



গড়গাঁও মহাবিদ্যালয়
GARGAON COLLEGE
NAAC accredited with 'B' Grade

MINUTES OF MEETINGS

Hostel Committee

2022-23

GARGAON



COLLEGE

ESTD: 1959, Reaccredited by NAAC with B Grade

Simaluguri - 785686, Sivasagar, Assam

Tel: 03772-296164

E-mail: gargaoncollege@rediffmail.com

www.gargaoncollege.ac.in

Ref. No: GC/

Date:

Hostel Committee

OFFICE OF THE PRINCIPAL: GARGAON COLLEGE, SIMALUGURI

NOTICE

An urgent meeting of the Hostel Committee is convened on 04-07-2022 at 11:00 a.m. at Golden Jubilee Conference Hall. All the members are requested to attend the meeting without fail.

Name of the Members:

Signature

(1) Dr. Sabyasachi Mahanta, Principal

(2) Dr. Kabita Phukon, Supdt., Girls' Hostel.

(3) Dr. Raktim Patar, Supdt., Boys' Hostel

✓ (4) Dr. Pobon Kumar Gogoi, Member

✓ (5) Sri Guna Kt. Sonowal, Member

(6) Dr. Anjan Konwar, Member

✓ (7) Sri Lohit Gogoi, Member

(8) Sri Goutam Gogoi, Member



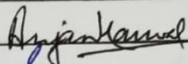
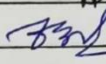




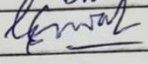
(9) Sri Nityananda Gogoi, Member

(10) Sri Saurav Hazarika, Member

Date: 02-07-2022

Sabyasachi Mahanta
02/07/2022
(Dr. Sabyasachi Mahanta)
Principal
Gargaon College
Principal
Gargaon College
Simaluguri, Sivasagar (Assam)

Date: 04-07-2022

Name of the members of the Committee Presented :	Signature of the members
(1)	
(2)	
(3) Dr. Kabita Phukan.	
(4) Dr. Pabera K.V. Gogoi	
(5) Anjan Kumar (DR. ANJAN KONWAR)	
(6) Dr. Raktem Patar	
(7) Goutam Gogoi	
(8) Lohit Gogoi	
(9) Mithananda Hazri	
(10) Sankar Hazrenka	
(11) Iyona Ranta Sonowal	

OFFICE OF THE PRINCIPAL: GARGAON COLLEGE, SIMALUGURI

Date: 04-07-2022

Proceeding

A Hostel Committee meeting was held at the Golden Jubilee Hall on 04/07/2022 under the Presidentship of Dr.Sabyasachi Mahanta, Principal, Gargaon College. The Committee discussed the various matters of Boys' and Girls' Hostel and took the following decision:

- (1) Increase the Hostel fee for the Session 2022-23 from Rs.7,000/- to Rs.7,950/-
- (2) Sanctioned the tender with the lowest rate submitted by M/s. Manokh Dutta with the following specifications:

Sl. No.	Name of items	Particulars
1	Steel Iron Bed with wooden top	(1) Length = 6.5 ft. (2) Width = 3 ft. (3) Height = 2 ft. (4) Head part = 2 ft. (5) Ply = 12 mm (6) Square bar frame = (1.5 x 1.5) inch (7) Square bar thickness = 1.6 mm
2	Steel Iron Table With wooden top	(1) Length = 3 ft. (2) Width = 2 ft. (3) Height = 2.5 ft. (4) Ply = 12 mm (5) Square bar frame = (1.5 x 1.5) inch (6) Square bar thickness = 1.6 mm

Members of the committee present:

- | <u>Name</u> | <u>Signature</u> |
|---|---|
| (1) Dr. Sabyasachi Mahanta, Principal | |
| (2) Dr. Kabita Phukon, Supdt., Girls' Hostel. |  |
| (3) Dr. Raktim Patar, Supdt., Boys' Hostel |  |
| (4) Dr. Pobon Kumar Gogoi, Member |  |
| (5) Sri Guna Kt. Sonowal, Member |  |
| (6) Dr. Anjan Konwar, Member |  |
| (7) Sri Lohit Gogoi, Member | |
| (8) Sri Goutam Gogoi, Member |  |
| (9) Sri Nityananda Gogoi, Member | |
| (10) Sri Saurav Hazarika, Member |  |

OFFICE OF THE PRINCIPAL: GARGAON COLLEGE, SIMALUGURI

NOTICE

An urgent meeting of the Hostel Committee, Gargaon College is convened on 02/09/2022 at 1:00 p.m. at Golden Jubilee Conference Hall. All the members are requested to attend the meeting without fail.

Name of the Members:

Signature

(1) Dr. Kabita Phukon, Supdt., Girls' Hostel.

Phukon

✓ (2) Dr. Raktim Patar, Supdt., Boys' Hostel

Patar

✓ (3) Dr. Pobon Kumar Gogoi, Member

Pobon

✓ (4) Sri Guna Kt. Sonowal, Member

Sonowal

✓ (5) Dr. Anjan Konwar, Member

Anjan
01/09/22

✓ (6) Sri Lohit Gogoi, Member

Lohit

(7) Sri Goutam Gogoi, Member

Gogoi

(8) Sri Nityananda Gogoi, Member

Nityananda Gogoi

(9) Sri Saurav Hazarika, Member

Saurav

Date: 01-09-2022

Sabyasachi Mahanta
(Dr. Sabyasachi Mahanta)

Principal

Gargaon College

Principal

Gargaon College

Simaluguri, Sivasagar (Assam)

948

Name of the members
of the committee presented

Signature

(1)

(2) Dr. Pabon Kr. Gogoi

[Signature]

(3) Dr. Anjan Kumar

[Signature]

(4) Gyura Kanta Sonowal

[Signature]

(5) Baurav Borahkar -

[Signature]

(6) Lokit Gogoi

[Signature]

(7) Dr. Raktrun Jata

[Signature]

(8) Mr. Kabita Phukan

[Signature]

(9) Goutam Gogoi

[Signature]

(10) Nityamande Ugra

[Signature]

A sitting of the Hostel Committee was held on 02/9/2022 under the Presidency of Dr. Saigyaschi Mahanta, Principal, Gargaon College. The Committee discussed various matter of Hostel Purpose and took the following resolution.

1. The committee decided to return the Hostel lease after deducting the one month rent to Anima Chulia B. A. 3rd sem. Roll no. 428.

2. The committee discuss about supply of Bed and Table supplied by Manojh Dutta, Guwahati.

a. Committee advised to change the wooden timber as Mr. Dutta supplied wooden timber instead of ply within 15 days.

b. After changing the ply the bill may be paid after deduction of 20% of the whole amount of the bill and cancelled his work for further supply and M/S Phukan Enterprise is selected as per his quotation note.

3. The committee has decided to issue order to the M/S Phukan Enterprise to supply 30 nos of bed and 30 table to the Girls hostel.

(H) The committee has decided to give 37 nos of plastic chair to the Boys hostel from existing chairs of the College.

(5) Further, before issuing new work order to M/s Phukan enterprise the second lower bidder Debananda Phukan was also discussed but since the desired top of the bed is to be installed ply not wooden top as mentioned in the quotation, the same was ~~was~~ declined and finally the work was awarded to Phukan Enterprise.

(6) The meeting resolved that renovation works in the boys' hostel may be carried out after inviting quotations from firms or contractors in this regard.

Hostel Committee Meeting - 29-09-22

Proceeding.

Name of the members:-

- ①
- ② ~~Sanj~~ (Dr. Lakshmi Patra)
- ③ Anjan Kumar
- ④ ~~Sanj~~ Dr. Pooja kr. Gogoi
- ⑤ ~~Sanj~~
- ⑥ Saumendra
- ⑦ Goutam Patra
- ⑧ Nityamona Basu

Resolved that

- ① The bill furnished against the supply of 22 nos of bed and 22 nos of table by Phukan Enterprise may be accepted subject to the fulfillment of the required norms of the quotation.
- ② The committee was satisfied with the items supplied by the enterprise.

Proceeding

28/11/2022

1. The hostel committee verified the supply of Bed & Table by M/s Manohar Gupta of Gorakhpur and found to be as per the quotation. He has met all the standards set by the hostel committee. Thus his bill may be released after deduction of 20% of the total bill amount of Rs. 2,53,500/- as has been resolved in the previous meeting dated 02/09/2022.

1. Gyanakanta Sonowal
2. Rakesh Patra
3. Babu Gopi
4. Anjan Kumar
5. Kabita Phuka
6. Goutam Gopi
7. Nitumendra Gopi

Hostel Committee meeting

24. 28/11/2022

Name of the members and sign :-

1. P. Anant
2. P. Anant
3. P. Anant (as. Rastmi (for))
4. P. Anant
5. P. Anant
6. P. Anant
7. P. Anant
8. Nityananda Anant
9. P. Anant

OFFICE OF THE PRINCIPAL: GARGAON COLLEGE,
SIMALUGURI

NOTICE

An urgent meeting of the Hostel Committee, Gargaon College is convened on 10/04/2023 at 12:00 noon at Golden Jubilee Conference Hall. All the members are requested to attend the meeting without fail.

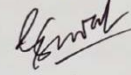
Name of the members

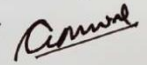
Signature

- (1) Dr. Kabita Phukon
Supt.
Girls Hostel
- (2) Dr. Raktim Patar
Supt.
Boys Hostel
- (3) Dr. Pobon Kumar Gogoi
Member
- (4) Sri Guna Kt. Sonowal
Member
- (5) Dr. Anjan Konwar
Member
- (6) Sri Lohit Gogoi
Member
- (7) Sri Goutam Gogoi
Member
- (8) Sri Nityananda Gogoi
Member
- (9) Sri Saurav Hazarika
Member













Date: 10-04-2023


(Dr. Rina Handique)
Vice Principal
Gargaon College
Principal Vc
Gargaon College
Simaluguri, Sivasagar (Assam)

17/05/2020 (Date) Name: [unclear] Roll No. 233470

Members of the Committee present : Signature

- | | |
|--------------------------------|--------------------|
| (1) [unclear] | |
| (2) <u>Lyina Kanta Borowal</u> | <u>[Signature]</u> |
| (3) <u>Dr. Kabita Phukan</u> | |
| (4) <u>Dr. Pabon Kr. Gogoi</u> | <u>[Signature]</u> |
| (5) <u>Dr. Anjan Kumar</u> | <u>[Signature]</u> |
| (6) <u>Dr. Rakshit Patra</u> | <u>[Signature]</u> |
| (7) | |
| (8) | |
| (9) | |

Proceeding

Date : 10/09/2023

The meeting resolved that the ^{bills} submitted against the works completed ^{be} ~~are~~ cleared barring one concerning installation of bind insulation in the girls' hostel. The remaining bill may be re-submitted once the pending work gets completed.

The bills cleared today are

1. Rs. 1,42,396/- - Boys' Hostel
2. Rs. 59,000/- - Girls' Hostel
3. Rs. 92,600/- - "

Members of the Committee present :

Name and Signature -

- (1) Rabon Gogoi
- (2) Anjan Kumar
- (3) Kabita Phukan
- (4) Geena Kanta Sonwal
- (5) Rakshon Patate
- (6) Nityamendy Gogoi

OFFICE OF THE PRINCIPAL: GARGAON COLLEGE,
SIMALUGURI

NOTICE

An urgent meeting of the Hostel Committee, Gargaon College is convened on 13/06/2023 at 11:30 am at Golden Jubilee Conference Hall. All the members are requested to attend the meeting without fail.

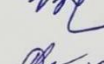
Name of the members:

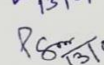
- (1) Dr. Kabita Phukon
Superintendent
Girls Hostel
- (2) Dr. Raktim Patar
Superintendent
Boys Hostel
- (3) Sri Diganta Konwar
Member
- (4) Dr. Pobon Kumar Gogoi
Member
- (5) Sri Guna Kt. Sonowal
Member
- (6) Dr. Anjan Konwar
Member
- (7) Sri Biju Phukon
Member
- (8) Sri Goutam Gogoi
Member
- (9) Sri Nityananda Gogoi
Member
- (10) Sri Saurav Hazarika
Member

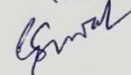
Signature






13/6/23


13/06/23



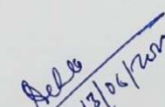








Date: 13-06-2023


(Dr. Sabyasachi Mahanta)

Principal

Gargaon College

Principal

Gargaon College

Simaluguri, Sivasagar (Assam)



Date: 13/06/2023

Members of the Hostel Committee present:

Signature

- | | | |
|-------|---------------------------|--|
| (1) | Rele
Rajesh | |
| (2) | Digant K. Konwar | |
| (3) | Pratik Patil | |
| ✓ (4) | Anjan Konwar | |
| ✓ (5) | Palak Gogoi | |
| (6) | Gautam Gogoi | |
| (7) | Saurav Bhattacharya | |
| ✓ (8) | Kabita Phukan | |
| (9) | Nityanandi Uem | |
| (10) | | |
| (11) | | |

Proceeding

Date: 13/06/2023

The meeting decided that the existing boarders should re-admit themselves between 15th June and 25th June, 2023. The meeting further resolved that the fee structure needs to be revised considering the inflation and the intended raise in ~~the~~ salary of the cooks and other workers. In this regard the meeting decided to hike the present annual fee from ₹9500 to ₹9900 (a raise of ₹1950).

The salaries of the employees are hereby revised as follows with effect from 01-08-2023:-

1. Cook cum chowkidar (M) = ₹6000 (Six thousand only)
2. Cook cum helper (Female) = ₹5500 (Rs. Five thousand five hundred only)
3. Sweeper (w.e.f. 01-08-2023) = ₹5000 (Rs. Five thousand only).

- 1.
2. ~~Pooja~~ (DICHANTA KONWAR)
3. ~~Pranav~~ (ANJAN KONWAR)
4. ~~Pranav~~ (Kabita Phukan)
5. Poo (Labon Gogoi)
6. Anantion Jatai
7. Sameer Hazarika
- 8.
9. Nityamala Dasgupta

Dr Sabyasachi Mahanta

Dr Sabyasachi Mahanta
Principal & Chairperson, IQAC
Gargaon College

Dr Surjit Saikia

Dr Surjit Saikia
Coordinator, IQAC
Gargaon College

Action Taken Report Hostel Committee

Session 2022-2023

Action Taken Report of Hostel Committee for the session 2022-2023					
Sl No	Coordinating committee	Members	Date	Details of activity	Compliance
1	Hostel committee	Dr. Sabyasachi Mahanta, Principal Dr. Kabita Phukon, Supdt, Girls' Hostel Dr. Raktim Patar, Supdt, Boys' Hostel Dr. Pobon Kumar Gogoi, Member Mr. Guna Kt. Sonowal, Member Dr. Anjan Konwar, Member Mr. Lohit Gogoi, Member Mr. Goutam Gogoi, Member Mr. Nityananda Gogoi, Member Mr. Saurav Hazarika, Member	04/07/20 22	Hostel Admission fee Procurement of hostel requirements	Hostel Committee decided to increase the Hostel Admission fee from Rs. 7000/- to 7950/- for the session 2022-23 due to increase in Gas, salary of temporary worker and etc. Hostel Committee decided to approve the lowest rate submitted by Mr. Manakh Dutta in the tender process for procurement of hostel requirements and work order has been issued for supply of Door and Table as per specification given.
2	Hostel committee	-do-	02/09/20 22	Procurement of hostel requirements & renovation work	Hostel Committee decided to re-allocate the work order for supply of remaining Door and Table to Phukon Enterprise previously given to Mr. Manakh Dutta for failure to supply in full in due time. M/S Phukan Enterprises completed the task with committee satisfaction in due time. The Committee decided to carry out renovation work in Boys Hostel inviting quotations without delay.
3	Hostel committee	-do-	28/11/20 22	Verification of Bills for payment	Hostel Committee verified the bills submitted by the party and found satisfactory and thus approved.
4	Hostel	-do-	10/04/20	Renovation work	Hostel Committee approved few renovation

	committee		23		work to be carried out at Girls Hostel like installation of bird insulation.
5	IQAC & Hostel Committee	-do-	13/06/2023	Installation of Rain water Harvesting	Hostel Committee approved the proposal submitted by IQAC regarding Installation of Rain water Harvesting for the greater benefit of Hostel Boarders. Construction of Rain water harvesting system with storage capacity of 2000 Ltrs was completed at Girls' Hostel campus during the month of September'2023 and it's hugely benefited the boarders.
6	IQAC & Hostel Committee		13/06/2023	Establishing Vermicompose cell & production	Hostel Committee also approved the proposal submitted by IQAC regarding construction of Vermicompost cell at Girls' Hostel campus and accordingly construction was completed in the month of October'2023 and production of vermicompost is under process.

7	Hostel committee	-do-	13/06/2023	Hostel Admission fee	Hostel fee increases from Rs. 7950/- to 9900/- for the session 2023-24 due to increase in Gas, salary of temporary workers and etc.
				Increase of salary to contractual employees (Cooks and others) of Hostel	The Hostel committee decided to revised the fee structure of Contractual employees of Hostel (Cooks and others) considering the inflation which will be effect from the month of August'2023 as follows: 1. Cook cum Chowkider (Male): Rs. 6000/- PM 2. Cook cum Helper (Female): Rs. 5500/- PM 3. Sweeper : Rs. 5000/- PM
8	Deptt of Mathematics, IQAC & Hostel Committee	-do-	30/06/2023	Plantation drive on 30th june	Department of Mathematics, Gargaon College in Collaboration with IQAC and Girls' hostel, ("Chaw Ching konwari chatri Nivas") jointly organized a tree plantation programme on 30.06.2023 within the premises of the Girls' hostel of Gargaon College. Dr. Kabita Phukon, HOD, Dr. Surajit Saikia, IQAC Coordinator, Mr. Harekrishna Mili and Ms. Sujata Goala, Asstt. prof and few alumni and present students of the department as well as hostel were took part in the Plantation program. Total 50 nos. of saplings were planted.


 (Dr. Kabita Phukon)
 Superintendent
 Girls' Hostel
 Gargaon College, Simlaganj

